



DISTRICT OF COLUMBIA COURTS POSITION VACANCY ANNOUNCEMENT



ANNOUNCEMENT NUMBER: 11-05-083	OPENING DATE: 01-10-06	CLOSING DATE: 01-31-06	OPEN TO ALL APPLICANTS
POSITION: Supervisory Probation Officer JS 101-13	TYPE OF APPOINTMENT: Career Service	SALARY: \$77,353 - \$100,554 DC Courts non-judicial employees receive federal retirement and benefits.	
DIVISION: Social Services	LOCATION: 409 E Street, NW	TOUR OF DUTY: Full-time	
<p>BRIEF DESCRIPTION OF DUTIES: Incumbent is responsible for managing the Family Counseling Unit within the Social Services Division's Child Guidance Clinic. Interacts with the judiciary and outside public and private child serving agencies for the development and maintenance of services coordination and proper workflow. Serves as an experienced member of an interdisciplinary team focusing on the psychosocial implications of both the behavior and conditions of youths and their families. Monitors and supervises probation officers, deputy clerks and interns, providing guidance, training, and evaluation, and ensuring compliance with division and branch policies, procedures, goals and objectives. Makes assignments for family and individual clinical work according to branch and division priorities. Identifies need and plans and conducts training programs for staff. Provides clinical supervision. Prepares monthly narrative and statistical reports detailing work of the unit.</p> <p>MINIMUM QUALIFICATIONS: A master's degree in social work, plus four years of experience with social service programs geared toward juveniles and their families. Appointees to this position must not have passed their 37th birthday in the month of appointment in order to qualify for mandatory law enforcement separation/retirement at age fifty-seven. Previous qualifying law enforcement experience under CSRS or FERS may be counted toward eligibility. Must be a Licensed Independent Clinical Social Worker (LICSW), licensed to practice in the District of Columbia. Proof of education and licensure must be submitted with your application, or your application will not be considered. Please submit a copy of your most recent performance evaluation, if available, with your application.</p> <p>SUPPLEMENTAL RANKING FACTORS: The following factors will be used to rate your qualifications for the position. Please describe experience, training or education that indicates your level of qualification for each factor. Failure to respond specifically to each of the ranking factors will disqualify you from further consideration.</p> <ol style="list-style-type: none">1. Knowledge of the principles and practices of social work, and of the juvenile justice, child welfare and mental health fields, in order to assess and support the development of juveniles and their families.2. Knowledge of human behavior dynamics, including cultural diversity, family traditions, and socioeconomic practices and attitudes.3. Ability to select, train, supervise and evaluate staff, and to review and monitor work assignments in order to ensure efficient and effective completion of unit workload.4. Group process and organizational skills, in order to effectively lead team meetings and participate in management group decision-making.5. Ability to collect, record, tabulate and interpret statistical data, and to prepare and present written and oral reports. <p>SELECTION PROCESS: After review of applications and ranking factors, a structured oral interview may be required of the highest qualified candidates.</p> <p style="text-align: center;">Submit Court Application and Ranking Factors to: D.C. Courts, Human Resources Division, 500 Indiana Avenue, NW, Washington, DC 20001. For a court application, call (202) 879-0496, Fax (202) 879-4212 or visit us on the web at www.dccourts.gov.</p>			
<p>It is the policy and practice of the District of Columbia Courts to hire and promote employees based on qualifications and merit only, without regard to race, color, religion, sex, age, disabilities, national origin, marital status, personal appearance, sexual orientation, family responsibilities, matriculation, political affiliation, source of income, or place of residence or business.</p>			